



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Meeting Minutes - Approved MADISON PUBLIC LIBRARY BOARD

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Thursday, October 4, 2012

4:30 PM

Senior Center  
Rm. 1, 330 W. Mifflin St.

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### CALL TO ORDER / ROLL CALL

**Present:** 5 -

Larry Palm; Barbara J. Karlen; Tracy K. Kuczenski; David L. Wallner and Theodore C. Widder, III

**Absent:** 1 -

Gregory Markle

**Excused:** 1 -

Sheri Carter

### Also Present:

Board Member: Rissel Sanderson

Greg Mickells, Susan Lee, Margie Navarre-Saaf, Marc Gartler, Tom Campbell, Mark Benno, Carol Froistad, Tana Elias, Bryan Cooper, Michael Spelman

Tripp Widder called the meeting to order at 4:30 p.m. A quorum was present and the meeting was properly noticed.

Widder began the meeting by welcoming and introducing new board member Rissel Sanderson.

### APPROVAL OF MINUTES

A motion was made by Wallner, seconded by Palm to Approve the Minutes. The motion passed by voice vote with all members voting in the affirmative.

### PUBLIC COMMENT

There was none.

### DISCLOSURES AND RECUSALS

There was none.

### BOARD INFORMATION EXCHANGE

There was none.

## ACCEPTANCE OF DIRECTOR'S REPORT

[27861](#) October 2012 Library Director's Report

Greg Mickells gave further details on two task forces that he has established. The first is being led by Mark Benno regarding library branch sitings. This task force hopes to give a preliminary report to the Library Board in November. The second is being led by Tana Elias regarding the library's strategic plan. Mickells also gave a brief summary on the library's 2013 budget and revised supplemental requests. The original supplemental request was \$ 1.7 million and the revised request was just under \$ 800,000. The budget update was mostly good news. The Mayor's proposed library operating budget for 2013 is an 11.25 % increase over the 2012 budget which is the largest percentage increase the library has received in the last 5 years. Original requests that were not in the revised request were additional custodial and security staff, restoration of the contingency reserve, community outreach/book festival position, youth services supervisor, teen librarians and technology. Mickells will send an electronic copy of the revised supplemental budget to the board. Mickells is meeting with the Humanities Council representative next week looking at strategies to hold the book festival event outside of the City's budget.

A motion was made by Karlen, seconded by Kuczenski to Approve. The motion passed by voice vote/other.

## APPROVAL OF AUGUST 2012 FINANCIAL STATEMENTS

[27856](#) August 2012 Financial Statements

A motion was made by Palm, seconded by Wallner to approve. The motion passed by voice vote/other.

## APPROVAL OF DANE COUNTY LIBRARY TAX EXEMPTION RESOLUTION

[27589](#) Application to the Dane County Board for exemption from Dane County Library tax levied under Section 43.57(3) Wisconsin Statutes.

**A motion was made by Palm, seconded by Wallner, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES and should be returned by 10/8/2012. The motion passed by voice vote/other.**

## APPROVAL OF 2013 LIBRARY BOARD MEETING SCHEDULE

[27857](#) 2013 Madison Public Library Board Meeting Schedule

A motion was made by Palm, seconded by Wallner to approve. The motion passed by voice vote/other.

### **PERSONNEL COMMITTEE REPORT: DISCUSSION OF EVALUATION PROCESS OF LIBRARY DIRECTOR**

Larry Palm, Barb Karlen and Tracy Kuczenski have volunteered to serve on the committee and establish an evaluation and feedback process for the library director. The committee will discuss frequency of the initial and ongoing evaluations and investigate staff assistance available from the City Human Resources Dept and report back next month.

### **UPDATE ON CENTRAL LIBRARY**

Bryan Cooper reported on milestones completed during September. Windows are going in, roof slab has been poured and the original 1960s electrical service was replaced with new electrical service. Stairs are being installed which will allow more tours to take place. Works continues on the furniture, fixtures and equipment including the interior signage package. Palm asked if the signage package could be reviewed by non-library staff. Mickells suggested a user group.

### **FACILITIES REPORT**

Mark Benno reported that McDonald's is about to break ground on their new location by Hawthorne Library. Marc Gartler said they are just waiting on a couple of permits but they will tell contractors to park in back to save parking spots for library customers. Sanderson commented that she had visited Hawthorne today and there was no close parking available. Palm inquired about a temporary sign pointing out additional parking available near Burger King. Benno will work with Marc Gartler to investigate parking and signage. Widder asked about the time left on the lease at Hawthorne. Benno advised that the current lease expires the end of 2015 with an optional 3 year renewal.

### **FRIENDS REPORT**

Barb Karlen reported that the Lakeview Friends held a medium successful book sale and they had an excellent turnout for the recent Meet & Greet event. Karlen further advised that she received an e-mail from a blind patron at Lakeview who wanted Greg Mickells to know how appreciative she is of Katie Scharf. The patron participates in a Lakeview book group and Katie always includes books that have an audio version available.

Due to the retirement of Ann Falconer, Larry Palm asked if MPL staff could coordinate reporting on Friends activities. Carol Froistad stated that she attends all the Central Friends board meetings and volunteered to serve as a liaison among all the branch Friends groups and will serve as the Friends reporter to the board.

Tripp Widder advised that the strategic plan of the foundation is to knit the various Friends' groups into the foundation.

Palm requested that Mickells arrange to have the board receive a monthly calendar of activities like Friends book sales and other library happenings.

#### **FOUNDATION REPORT**

Tripp Widder reported that the public launch of the central campaign on September 20th at Overture raised an additional \$ 100,000. A total of \$ 6,800,000.00 has been raised so far with an additional 2.2 million to go through the end of 2013. Wallner asked about any new fundraising strategies at this point in the campaign. Widder advised that there will be more direct mail and book club events. Widder is meeting with Jenni Collins next week.

#### **SOUTH CENTRAL LIBRARY REPORT**

There was none.

#### **DANE COUNTY LIBRARY SERVICE REPORT**

There was none.

#### **ADJOURNMENT**

A motion was made by Karlen and seconded by Kuczenski to adjourn. Approval was unanimous. The meeting was adjourned at 5:33 p.m.